

**MINUTES OF THE SPECIAL BOARD MEETING  
OF THE BOARD OF LAW LIBRARY TRUSTEES OF  
LOS ANGELES COUNTY**

**A California Independent Public Agency Under  
Business & Professions Code Section 6300 et sq.**

**December 03, 2018**

The Special Meeting of the Board of Law Library Trustees of Los Angeles County was held on Monday, December 03, 2018 at 10:00 a.m., at the Los Angeles County Law Library Mildred L. Lillie Main Library Building at 301 West First Street, Los Angeles, California 90012 for the purposes of considering reports of the affairs to the Library, and transacting such other business as might properly come before the Board of Trustees.

**ROLL CALL/QUORUM**

**Trustees Present:** Judge Mark Juhas  
Judge Michelle Williams Court  
Judge Dennis Landin  
Judge Michael Stern

**Trustees Absent:** Kenneth Klein, Esquire  
Judge Richard Rico  
Susan Steinhauser, Esquire

**Senior Staff Present:** Sandra J. Levin, Executive Director  
Jaye Steinbrick, Senior Director

**Also Present:** Marcelino Juarez, Finance Manager  
Ann Marie Gamez, Executive Assistant

President Juhas determined a quorum to be present, convened the meeting at 10:05 a.m. and thereafter presided. Executive Director, Sandra J. Levin recorded the Minutes.

**1.0 PUBLIC COMMENT**

No public comment.

**2.0 DISCUSSION ITEMS**

2.1 Determination of Need to Undertake Emergency Repairs to Broken Water Intake Pipe and Water Damage

ED Levin summarized the emergency situation where a water pipe burst over Thanksgiving weekend damaging the apron on the outside landing, causing water to flow into the parking garage, kitchen and elevators and requiring emergency repairs as determined by the Executive Director. The determination needed to be

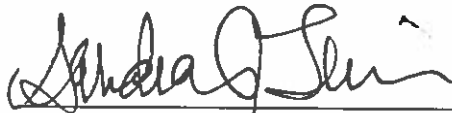
ratified or rejected by the board. If ratified then the library would continue to work on repairs that are already in progress. If rejected, then a discussion would be required to determine the next course of action.

Judge Court questioned the structural integrity of the building and asked if the current repairs would repair any weakened structure. ED Levin responded that the sink hole on the apron did not damage the building structure but did need to be filled. Senior Director Steinbrick added that the material used to fill the sinkhole was slurry, a self-compacting material, which protects the integrity of the pipe and driveway. The Trustees thanked Staff for their prompt and through attention to the emergency repairs over the holiday weekend.

President Juhas moved to ratify Discussion Item 2.1 and determine that 1) an emergency existed requiring immediate expenditure of public money to safeguard life, health, or property; and 2) there is a need to continue the repair of the listed items until completed. So moved by Trustee Landin, seconded by Trustee Stern. The motion was unanimously approved, 4-0.

### **3.0 ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 10:10 a.m. The December Meeting was cancelled and the next Regular Meeting of the Board of Law Library Trustees is scheduled for Wednesday, January 23, 2019 at 12:15 pm.



---

Sandra J. Levin, Executive Director and Secretary  
Los Angeles County Law Library Board of Trustees